

OUTLINE FOR DISCUSSION ON  
PROPOSED ADDITION TO RECORDS CENTER

PROBLEM-

Records Control Schedules Result in Flow of Inactive Records to the Center at a rapid rate; resulting in present building being 80% filled now and probably completely filled 15 Sept. Only alternatives are to enlarge the R. C. or stop the program.

ASSUMPTIONS -

Records program has been successful. It's a good management tool. Agency wants to comply with Law and desires of the Congress as expressed in hearings during the past year on paper work management as proposed by the Hoover Commission.

FACTS -

See Graph Chart on Records Center Holdings and Growth

See Summary Chart

Agreement in Principle to proceed and authorization to spend   
for plans and specifications.

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DISCUSSION -

CONCLUSION -

In spite of the Presidents desire to curb inflation by limiting construction to essential projects, determination has been made that this should proceed on the

basic need for 60,000 additional cubic feet.

RECOMMENDATION -

Proceed immediately with Construction Action of P. R. C.